

Attachment A: Small Source Exemption Registration Instructions

General Instructions:

If you are using the Adobe Acrobat copy of the registration, it can be used two ways: 1) Print it and write in the information or 2) Fill it in electronically and then print it, you cannot save the submittal electronically in Adobe Acrobat.

Review Attachments B1 New Source Performance Standards (NSPS) and B2 National Emission Standard for Hazardous Air Pollutants (NESHAP) to determine whether the business fits into any of the categories outlined in the tables, if the business fits into any one of these categories then the small source exemption can not be used in place of an air permit. Businesses are encouraged to call the Division of Air Quality at (801)536-4000 for assistance in determining whether they are eligible for the exemption.

Estimate your emissions using the appropriate emission worksheet, see Attachment D, E, and F. These worksheets layout calculation methods for equipment that a business would typically use for each category. If any of the worksheets have equipment not used by the business then write in: not applicable. When estimating emissions from painting processes the calculation is a two step process: first estimates the volatile organic compounds (VOCs) and second determine which the hazardous air pollutants are in the VOCs.

Remember the calculated emissions must be less than **5 tons per year** per air contaminant of any of the following air contaminants: sulfur dioxide (SO₂), carbon monoxide (CO), nitrogen oxides (NO_x), particulate matter (PM₁₀), ozone (O₃), or volatile organic compounds (VOCs). And the hazardous air pollutant emissions must be **less than 500 pounds per year of any one hazardous air pollutant and less than 2000 pounds per year of any combination of hazardous air pollutants**.

Eligible businesses in Davis, Salt Lake, and Utah counties and in the city of Ogden are required to fill out a Registration Notice and **send it to the Permits, Division of Air Quality, POB 144820, Salt Lake City, UT 84114**. In other areas, businesses are not required to fill out a Registration Notice. There is a minimum fee to process the registration notice.

Lines 1 thru 5: Fill in the name, address, phone number, and fax number of the business applying for the permit exemption. Fill in the street address if different from item 1 and directions to business if needed for remote locations, i.e., five miles south on highway 101, turn left at farmhouse, go 1.5 miles.

Line 6: Fill in the date when the business was first operational.

Line 7: Describe the process that emits air pollutants to the outside air. This includes the product being processed (what is it), type of process (what's being done to it), product flow through the system (how it is being done) and the equipment used to perform the process. It might read something like this:

^We are spray painting whizmos in a 6 foot deep updraft booth with a fabric filter using 1 hand-held HVLP spray gun. A batch of 4 whizmos each measuring 12 by 27 inches are put in the booth at a time. After spraying is complete, the technician allows the whizmos to dry for 3 minutes before removing. A new batch is brought into the booth approximately every 11 minutes. Whizmos are cleaned with Product Green prior to painting.®

Line 8: List any pollution control equipment at the site. Examples of a pollution control devices are bag houses or paint booths.

Line 9: Typical operating schedule would be 8am to 5pm, Monday thru Friday.

Line 10: Provide an estimate of actual emissions from all emission points in pounds per year (lbs/year) of the following criteria pollutants: sulfur dioxide (SO₂), carbon monoxide (CO), nitrogen oxides (NO_x), particulate matter (PM₁₀), ozone (O₃), and volatile organic compounds (VOCs). The control efficiency of air pollution control equipment should be taken into account when estimating actual emissions. The Division of Air Quality has developed worksheets for some types of processes to help estimate your actual emissions. A list of the emission worksheets is included on page 2 of these instructions. Include information on any other air contaminants, such as hazardous air pollutants, that may be of concern. Contact the Division's Small Business Assistance Program (SBAP) at (801) 536-4000 or (800) 270-4440 or the Division's New Source Review section at (801) 536-4000 for more information.

Provide an estimate of actual emissions from all emission points in pounds per year (lbs/yr) of hazardous air pollutants (HAPs) using the ranges provided. Actual emissions should be based on true operating hours taking into consideration seasonal fluctuations. Indicate which HAPs are emitted by your business by checking the box(es) in Attachment C. A fact sheet, *How to Estimate Your Hazardous Air Pollutants Emissions*, is available through the Division's Small Business Assistance Program (SBAP) at (801) 536-4000 or (800) 270-4440.

Line 11: Check the boxes and Sign the form.

Definitions:

National Emission Standards for Hazardous Air Pollutants (NESHAP): The Clean Air Act Amendments of 1990 lists 188 toxic air pollutants that must be controlled. The U.S. Environmental Protection Agency (EPA) is required to establish and phase in specific performance standards for all of the industries that emit one or more of these pollutants in significant quantities. These standards are known as NESHAPs. Refer to Attachment B for a list of NESHAPs and an applicability description.

New Source Performance Standards (NSPS): These performance standards are issued by the U.S. EPA for certain stationary sources of air pollution and implemented by state air programs. The standards are issued for categories of air pollution sources, not individual air pollutants. Refer to Attachment B for a list of NSPSs and an applicability description.

Hazardous Air Pollutant (HAP): HAPs are chemicals that cause serious health and environmental effects. Health effects include cancer, birth defects, and nervous system problems. HAPs are released by sources, such as chemical plants, dry cleaners, printing plants, and motor vehicles (cars, trucks, buses, etc.). Refer to Attachment C for a list of the 188 HAPs and how to estimate HAP emissions.

For a more comprehensive list of definitions, see R307-101-2, Utah Air Conservation Rules.

List of Emission Worksheets and Other Attachments:

- Attachment B -- New Source Performance Standards (NSPS) and National Emission Standard for Hazardous Air Pollutants (NESHAP)
- Attachment C -- Hazardous Air Pollutant List
- Attachment D -- Wood Refinisher Worksheet (Dust Collection and Paint Booth)
- Attachment E -- Printer Worksheet (Printing and Press Clean-up)
- Attachment F -- Autobody Refinisher Worksheet (Paint Booth)
- Fact Sheet -- How to Calculate Hazardous Air Pollutants

Note: The rule on this page describes the requirements of one permitting option. This rule exempts you from the permitting process, not the rules that apply to your business. There are probably other air quality rules applicable to your business.

R307. Environmental Quality, Air Quality.

R307-413. Permits: Exemptions and Special Provisions.

R307-413-1. Definitions and General Requirements.

(1) The following additional definitions apply to R307-413-7.

"Boiler" is defined in R315-1-1, which incorporates by reference 40 CFR 260.10, and is identified as follows:

(a) an industrial boiler located on the site of a facility engaged in a manufacturing process where substances are transformed into new products, including the component parts of products, by mechanical or chemical processes;

(b) a utility boiler used to produce electric power, steam, heated or cooled air, or other gases or fluid for sale;

(c) a used-oil fired space heater provided that the burner meets the provisions of R315-15-2.4.

"Used Oil" is defined as any oil that has been refined from crude oil, used, and, as a result of such use contaminated by physical or chemical impurities.

(2) Any control apparatus installed on a source that is exempted under R307-413-2 through 6 shall be adequately and properly maintained. The owner or operator of any new or existing emission unit that is exempted under R307-413-2 through 6 is required to comply with all other applicable rules in Title R307.

(3) If the executive secretary has reason to believe, after completion of an appropriate analysis and evaluation in consultation with the source owner or operator, that the emissions from a source described in R307-413-2 through 6 are not meeting any specified approval order or State Implementation Plan limitation, or create an adverse impact to the environment, or would be injurious to human health or welfare, then the notice of intent and approval order provisions of R307-401 will apply.

R307-413-2. Small Source Exemptions – De minimis Emissions.

(1) A new or existing stationary source is exempt from the notice of intent and approval order requirements of R307-401 if the following conditions are met:

(a) it is not regulated by any standard or requirement of 42 U.S.C. 7411 or 7412;

(b) its potential to emit does not make it a stationary major source or require emission offset provisions as required by R307-403 for a new or

The air quality rules can be accessed on the internet at :

<http://www.rules.state.ut.us/publicat/code/r307/r307.htm>

modified source;

(c) its actual emissions are less than 5 tons per year per air contaminant of any of the following air contaminants: sulfur dioxide (SO₂), carbon monoxide (CO), nitrogen oxides (NO_x), particulate matter (PM₁₀), ozone (O₃), or volatile organic compounds (VOCs);

(d) its actual emissions are less than 500 pounds per year of any hazardous air pollutant and less than 2000 pounds per year of any combination of hazardous air pollutants;

(e) its actual emissions are less than 500 pounds per year of any air contaminant not listed in (c) or (d) above and less than 2000 pounds per year of any combination of air contaminants not listed in (c) or (d) above; and

(f) for purposes of determining applicability of R307-413-2, other air contaminants that are drawn from the environment through equipment in intake air and then are released back to the environment without chemical change, as well as carbon dioxide (CO₂), nitrogen (N₂), oxygen (O₂), argon (Ar), neon (Ne), helium (He), krypton (Kr), xenon (Xe) should not be included in emission calculations.

(2) Small Source Exemption - Registration Required in Nonattainment and Maintenance Areas. The owner or operator of a stationary source located in a nonattainment area or a maintenance area for the air contaminants, including ozone precursors, that is claiming an exemption under R307-413-2 shall submit to the executive secretary a written registration notice. An existing source shall submit this registration notice no later than March 15, 1997. A new source shall submit the registration notice prior to commencing construction. The notice shall include the following minimum information:

(a) identifying information including company name and address, location of source, telephone number, and name of plant site manager or point of contact;

(b) a description of the nature of the processes involved, equipment, anticipated quantities of materials used, the type and quantity of fuel employed and nature and quantity of the finished product;

(c) identification of expected emissions;

(d) estimated annual emission rates;

(e) any control apparatus used; and

(f) typical operating schedule.

(3) The owner or operator of a temporary source that is claiming exemption under R307-413-2 must still comply with the conditions of R307-401-7.